



education

Department:  
Education  
**PROVINCE OF KWAZULU-NATAL**

Enquiries: Qiniso Mzobe

Reference: 2/1/1/P

Date: 07/02/2012

**To: SENIOR GENERAL MANAGERS  
All SENIOR MANAGERS  
WARD MANAGERS  
CIRCUIT MANAGERS  
PRINCIPALS  
SCHOOL GOVERNING BODY (SGB) CHAIRPERSONS**

**KZN Circular NO. 08 OF 2012**

**SECURITY DIRECTIVE: SECURITY PLAN FOR SCHOOL STANDARD OPERATING PROCEDURES  
FOR THE DEPARTMENT OF EDUCATION, KWAZULU-NATAL**

1. A security plan for schools standard operating procedures for the Department of Education approved in 2011-12-09 are hereby presented.
2. The standard operating procedure is informed by and complies with security legislation, South African Police Service Act 68 of 1995 (as Amended by Act 83 of 1998), Education Laws Amendment Act of 2007 (Act 31 of 2007) national security policies and Minimum Information Security Standards (MISS).
3. The main objective of the security plan for schools is to create a safe and secure school environment by integrating and guiding internal security risk management systems with external state security sector services.

...dedicated to service and performance  
beyond the call of duty.

**KWAZULU-NATAL DEPARTMENT OF EDUCATION**

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4. The contents of the standard operating procedures shall be presented and clarified in Security Awareness and Training sessions.
5. Roles and responsibilities of categories of personnel in the department are highlighted.
6. Periodic security audits and inspections shall be conducted to determine and ensure compliance with the security plan for school standard operating procedure.

  
Nkosinathi SP Sishi, PhD  
Head of Department: Education

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